



Webcam and Teleconferencing
Cincinnati, Ohio 45214

TOUCHSTONE PROPERTY SERVICES

MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, OHIO

Tuesday, January 26, 2021

6:00 P.M.

I. AGENDA SCHEDULE

- 1. Call Meeting to Order**
 - 2. Roll Call**
 - 3. Approval of Minutes**
 - 4. Discussion of Secretary Recommendations**
 - 5. Adjourn**
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II. ROLL CALL

III. APPROVAL OF MINUTES

- 1. Annual Board Meeting – December 15, 2020**

(Enclosure #1) (Roll Call)

- 2. Regular Board Meeting – December 15, 2020**

(Enclosure #2) (Roll Call)

IV. DISCUSSION OF SECRETARY RECOMMENDATIONS

- 1. Resolution #114 – Resolution Approving the Financial Report for the Month of December 2020 with Collection Losses**

(Enclosure #3) (Reema Ruberg) (Roll Call)

- 2. Resolution #115 – Resolution to Approve the Monthly Financial Statement for Touchstone Property Services for the Twelve Months Ending December 31, 2020 for Calendar Year 2020**

(Enclosure #4) (Reema Ruberg) (Roll Call)

- 3. Resolution #116 – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Execute Contracts in an Amount Not-to-Exceed \$100,000 or the Budget**

(Enclosure #5) (Janell Duncan) (Roll Call)

4. **Resolution #117** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign Time Extensions and Change Orders to Contracts Not-to-Exceed 20% of the Initial Contract Amount

(Enclosure #6) (Janell Duncan) (Roll Call)

5. **Resolution #118** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Enter into Cooperative Purchasing Agreements

(Enclosure #7) (Janell Duncan) (Roll Call)

6. **Resolution #119** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Enter into Contracts for Solicitation TP20-007; Vacancy Prep Unit Turnover (Make Ready) Services with Addick Lifestyle LLC d/b/a All Done; BG Cleaning Services, LLC; Brown Development & Construction LLC; D C J Janitorial LLC; DDMDS, LLC; Finesse Services, LLC; G J T Construction Inc.; Heroes R Forever Developments LLC; Terry Jarvis d/b/a J Companies; Just Right Construction & Lawn Care Service; KNVY Renovations LLC; Mike Keith d/b/a Mike's Painting; Pleazant Contracting Services, LLC; Priority Services of Ohio LLC; Charles Sattiewhite d/b/a Sattiewhite Painting and Cleaning; Herman Carter d/b/a Tex Make Ready Services; Thomas Rehabbing, LLC; Urbanenvironmental Services LLC; Virtue Painting Inc. and Xcell Building Maintenance, LLC in a Not-to-Exceed Amount of \$100,000 Per Firm, Per Year for Maximum 3-Year Contracts, or the Board Approved Budget Funded by Operating Funds

(Enclosure #8) (Janell Duncan/Marquita Flowers) (Roll Call)

V. ADJOURN

TOUCHSTONE PROPERTY SERVICES, INC. Board

Cincinnati Metropolitan Housing Authority
Board of Housing Commissioners

Mr. William Myles, Chair • Ms. Mayme L. Mitchell, Vice-Chair
Mr. Thomas J. Weidman • Ms. Teri Spears • Mr. Reginald J. Harris
Mr. Edward R. O'Donnell • Mr. Kevin M. Moore